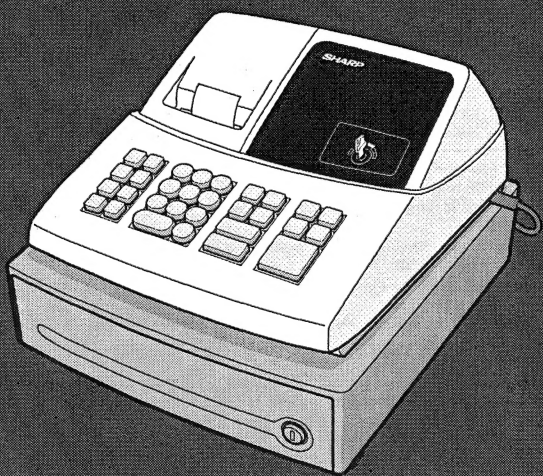
SHARP®

ELECTRONIC CASH REGISTER

MODEL

XE-A102

INSTRUCTION MANUAL



CAUTION:
The cash register should be securely fitted to the supporting platforms to avoid instability when the drawer is open.

CAUTION:
The socket-outlet shall be installed near the equipment and shall be easily accessible.
VORSICHT:
Die Netzsteckdose muß nahe dem Gerät angebracht und leicht zugänglich sein.
ATTENTION:
La prise de courant murale devra être installée à proximité de l'équipement et devra être facilement accessible.
AVISO:
El tomacorriente debe estar instalado cerca del equipo y debe quedar bien accesible.
VARNING:
Det matande vägguttaget skall placeras nära apparaten och vara lätt åtkomligt.
LET OP:
Het stopcontact dient in de buurt van de kassa en gemakkelijk toegangbaar te zijn.

CAUTION:
For a complete electrical disconnection pull out the mains plug.
VORSICHT:
Zur vollständigen elektrischen Trennung vom Netz den Netzstecker ziehen.
ATTENTION:
Pour obtenir une mise hors-circuit totale, débrancher la prise de courant secteur.
AVISO:
Para una desconexión eléctrica completa, desenchufar el enchufe de tomacorriente.
VARNING:
För att helt koppla från strömmen, dra ut stickproppen.
LET OP:
Trek de stekker uit het stopcontact indien u de stroom geheel wilt uitschakelen.

This equipment complies with the requirements of Directives 89/336/EEC and 73/23/EEC as amended by 93/68/EEC.

Dieses Gerät entspricht den Anforderungen der EG-Richtlinien 89/336/EWG und 73/23/EWG mit Änderung 93/68/EWG.

Ce matériel répond aux exigences contenues dans les directives 89/336/CEE et 73/23/CEE modifiées par la directive 93/68/CEE.

Dit apparaat voldoet aan de eisen van de richtlijnen 89/336/EEG en 73/23/EEG, gewijzigd door 93/68/EEG.

Dette udstyr overholder kravene i direktiv nr. 89/336/EEC og 73/23/EEC med tillæg nr. 93/68/EEC.

Quest' apparecchio è conforme ai requisiti delle direttive 89/336/EEC e 73/23/EEC, come emendata dalla direttiva 93/68/EEC.

Η εγκατάσταση αυτή ανταποκρίνεται στις απαιτήσεις των οδηγιών της Ευρωπαϊκής Ενωσης 89/336/ΕΟΚ και 73/23/ΕΟΚ, όπως οι κανονισμοί αυτοί συμπληρώθηκαν από την οδηγία 93/68/ΕΟΚ.

Este equipamento obedece às exigências das directivas 89/336/CEE e 73/23/CEE, na sua versão corrigida pela directiva 93/68/CEE.

Este aparato satisface las exigencias de las Directivas 89/336/CEE y 73/23/CEE, modificadas por medio de la 93/68/CEE.

Denna utrustning uppfyller kraven enligt riktlinjerna 89/336/EEC och 73/23/EEC så som komplette ras av 93/68/EEC.

Dette produktet oppfyller betingelsene i direktivene 89/336/EEC og 73/23/EEC i endringen 93/68/EEC.

Tämä laite täyttää direktiivien 89/336/EEC ja 73/23/EEC vaatimukset, joita on muutettu direktiivillä 93/68/EEC.

Warning
This is a Class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

Warnung
Dies ist eine Einrichtung der Klasse A. Diese Einrichtung kann im Wohnbereich Funkstörungen verursachen; in diesem Fall kann vom Betreiber verlangt werden, angemessene Maßnahmen durchzuführen und dafür aufzukommen.

Avertissement
Ceci est un produit de Classe A. Dans un environnement domestique ce produit risque de provoquer une interférence radio, auquel cas l'utilisateur sera obligé d'observer les mesures adéquates.

Advertencia
Este es un producto de la clase A. En un ambiente doméstico es posible que este producto cause radiointerferencia. En este caso se solicita al usuario que tome medidas adecuadas.

English

XE-A102

ELECTRONIC CASH REGISTER

Thank you for purchasing the SHARP Electronic Cash Register Model XE-A102. Please read this manual carefully before operating your machine. Keep this manual for future reference. It will help you solve operational problems that you may encounter.

Handling Cautions

- Be very careful when removing and replacing the printer cover, as the cutter mounted on it is very sharp.
- Install the cash register in a location not subject to direct sunlight, unusual temperature changes, high humidity, or splashing water.
- Never operate the cash register with wet hands. Water can cause internal component failure.
- The cash register plugs into any standard wall outlet (official (nominal) voltage). Other electrical devices on the same electrical circuit can cause the cash register to malfunction.
- Clean the cash register with a dry, soft cloth. Never use volatile liquids, such as benzine or thinner. Chemicals can discolor or damage the cabinet.
- For protection against data loss, please purchase three R6 or LR6 batteries ("AA"size), and install them after resetting your cash register and before using it.

  When handling the batteries, please observe the following. Incorrectly using batteries can cause them to burst or leak, possibly damaging the interior of the cash register.
  - RISK OF EXPLOSION IF BATTERY IS REPLACED BY AN INCORRECT TYPE. DISPOSED OF USED BATTERIES ACCORDING TO THE INSTRUCTIONS.
  - Be sure that the positive (+) and negative (-) poles of each battery are facing in the proper direction for the installation.
  - Never mix batteries of different types for the installation.
  - Never mix old batteries and new ones for the installation.
  - Never leave dead batteries in the battery compartment.
  - Remove the batteries if you do not plan to use the cash register for long periods.
  - Should a battery leak, clean out the battery compartment immediately, taking care to avoid letting the battery fluid come into direct contact with your skin.
  - For battery disposal, follow the corresponding law in your country.
- For a complete electrical disconnection, pull out the main plug.

IMPORTANT!

Before using the cash register for the first time, you must first reset the cash register, and then install three new R6 or LR6 batteries ("AA"size) on the register. Never fail to follow the procedures described on "Preparing the Cash Register" section.

When you open the carton, make sure that all accessories shown on the "Specifications" section are contained.

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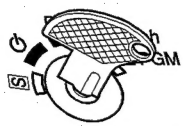
Parts and their Functions

Mode Switch



Insert the mode key into the mode switch and move the key to get an appropriate mode.

⏻ : Turns the display off. No operations are possible.

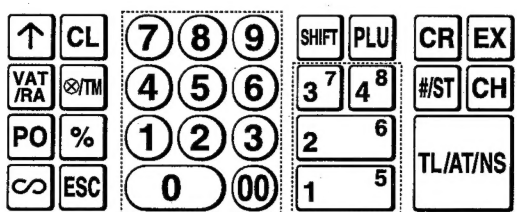
REG: Permits transaction entry.

[∞]: Permits correction after finalizing a transaction.

X/Flash: Permits printing of sales reports and displaying the flash reports.

Z/PGM: Permits printing and resetting of sales reports and programming.

Keyboard



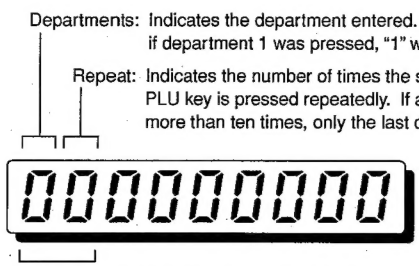
Numeric keys

Department key
In order to enter the departments 5 to 8, press [SHIFT] and then [1 5] to [4 8].

[↑]: Paper feed key
[CL]: Clear key
[VAT/RA]: Value added tax/Received-on account key
[⊗/TM]: Multiplication/Time display key
[PO]: Paid-out key
[%]: Percent key
[∞]: Void key
[ESC]: Escape key
[SHIFT]: Department shift key
[PLU]: PLU (Price Look Up) key
[CR]: Credit key
[EX]: Exchange key
[#/ST]: Non-add code/Subtotal key
[CH]: Cheque key
[TL/AT/NS]: Total/Amount tender/No sale key

Display

Your cash register is equipped with a front LED (Light-Emitting Diode) display that affords easy visibility of 9 digits for the operator during transaction.



Symbols and figures appearing on the display:

E Error: Appears with an alarm sound when an error is made. If this occurs during a transaction because of an extra digit entry, simply press [CL] and re-enter correctly.

P Program: Appears when the cash register is being programmed in the "Z/PGM" mode.

F Finalization: Appears when a transaction is finalized by pressing [TL/AT/NS], [CR] or [CH].

o Subtotal: Appears when the cash register computes a subtotal when [#/ST] is pressed, and also when an amount tendered is less than the total sales amount.

C Change: Appears whenever a change due amount is displayed.

c Exchange: Appears when [EX] is pressed to calculate a subtotal in foreign currency.

l Low battery: Appears when the voltage of the installed batteries is under the required level. You need to replace the batteries with new ones very soon.

L No battery: Appears when the batteries are not installed, or the installed batteries are dead. You must immediately replace the batteries with new ones.

In addition, the following appear when appropriate:
- The minus sign (-) can appear in positions 2 to 9.
- The decimal point appears in positions 1 to 3.

To display the time and date
Set the mode switch to the REG position, and press [⊗/TM] once to display the time or press [⊗/TM] twice to display the date.
Press [CL] key to cancel the time/date display.

When an Error Occurs

When your register goes into an error state, it displays the error message "E" accompanied with a warning beep. Clear the error state by pressing [CL] and take the appropriate action.

1. **When you enter an over 7-digit number to the department or an over 8-digit number (79999999) to RA(Received-on Account), PO(Paid-Out), credit or cheque:**
   Press [CL] and make a correct entry.
2. **When you make an error in key operation:**
   Press [CL] and make a correct entry.
3. **When you make an entry beyond a programmed entry digit limit:**
   Check if the entered amount is correct. If correct, check the setting of the entry digit limit.
4. **When a subtotal exceeds eight digits (79999999):**
   Press [CL] and then press [TL/AT/NS], [CR] or [CH] to finalize the transaction at that point.
5. **When the number of an item exceeds 3 digits in multiplication entry:**
   Press [CL] and re-enter a correct number.

Error Escape Function

When an error or something uncontrollable occurs during transaction entry and you cannot keep the customer waiting, press [ESC] twice (following [CL] when in the error state). You can escape the situation and finalize the transaction as a cash sale at that time. Transaction entries until then are registered.

Preparing the Cash Register

Please do the following before using the register for the first time.

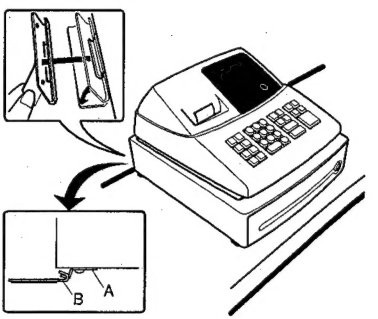
Step 1 Install the Cash Register

For installing the cash register, find a stable surface near an AC outlet where the cash register will not subject to water sources or direct sunlight, then install the register using the fixing angle bracket provided with the register.
The fixing angle bracket prevents the register from moving when the drawer opens. By hooking the register on the bracket, you can secure the register to the position.

Follow the procedure shown below for the installation.

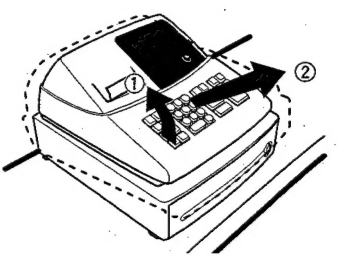
How to install the fixing angle bracket

1. Thoroughly clean the location where the fixing angle bracket (B) is to be placed.
2. Peel off the adhesive tape on the fixing angle bracket.
3. Hook the angle bracket onto the hook (A) that is located at the bottom rear of the register.
4. Firmly stick the fixing angle bracket to the table surface that you cleaned above.



How to remove the register from the fixing angle bracket

1. Lift up the front of the register and pull the register towards you.



Step 2 Reset the Cash Register

In order for your cash register to operate properly, you must reset it before programming for the first time. Follow this procedure.

1. Insert the mode key into the mode switch and turn the key to the REG position.
2. Insert the plug into the AC outlet. A buzzer will sound three times.

IMPORTANT: This operation must be performed without batteries loaded.

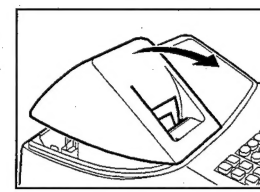
3. The register display should now show "L 0.00".
4. Press [⊗/TM] to confirm the clock starts from "L 0-00".
5. Press [CL] to cancel the time display.

Step 3 Install Batteries

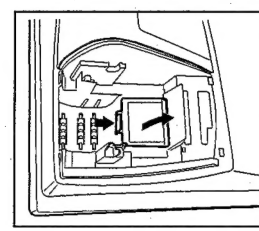
Three new R6 or LR6 batteries ("AA"size) must be installed in the cash register to prevent the data and user-programmed settings from being erased from the memory, when the AC cord is accidentally disconnected or in case of power failure. Once installed, the batteries will last approximately one year before needing replacement. At this time, the " L " symbol will appear on the display to indicate that the batteries are low and that you must replace them within two days.

Install three new R6 or LR6 batteries ("AA"size) according to the procedure shown below with the AC cord connected and set the mode switch to the REG position:

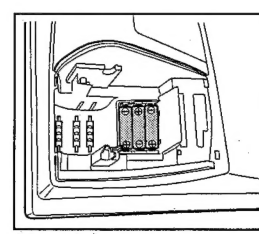
1. Push the printer cover forward and detach it.



2. Open the battery cover next to the paper roll cradle.



3. Insert three new R6 or LR6 batteries ("AA"size).
4. Confirm the no battery symbol " L " lights off.
5. Close the battery cover.



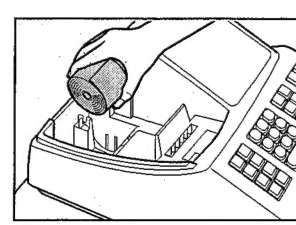
(Views from rear)

NOTE Be sure to observe precautions shown on page 1 when handling batteries.

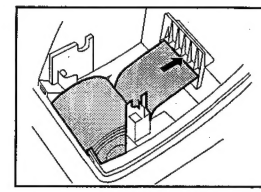
Step 4 Install the Paper Roll

On your register, a printer is mounted, and you can print receipts or journals. For the printer, you must install the paper roll provided with the register, even when you program the register for not printing receipt.

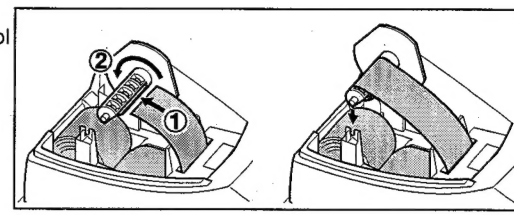
1. Set the paper roll in the paper roll cradle as shown in the diagram.



2. Insert the paper straight into the paper inlet, and press [↑]. The paper then feeds through and appears in the print area.



3. **(For journal printing)** Insert the top end of the paper into the slit in the spool shaft and wind the paper two or three turns.
4. **(For journal printing)** Place the take-up spool on the bearing.



5. Replace the printer cover. **For receipt printing**, pass the paper end through the openings of the printer cover. **Be very careful not to cut yourself on the manual cutter.**

Quick Start Operations

In this section, how to make basic programming which you must program before starting sales operation and basic sales operation are explained.

Abbreviations and Terminology used in this manual

Dept.: Department; a category for merchandise classifications. Every sales item should belongs to a department.
PLU: Price Look Up; a category for merchandise classifications. PLUs are used to call up preset prices by a code entry (1-80).
Function keys: Function keys are listed in Keyboard section. Please refer to page 3.
VAT: Value Added Tax
X report: Report to read sales data
Z report: Report to read and reset sales data
Receipt ON/OFF function: To print or not to print receipts or journals in the REG mode.

NOTE
- If your domestic currency decimal position is other than 2, you must change the setting. For setting, please refer to Miscellaneous Programming section.
- You can continue programming (step 1 through 3 below) without printing the programming report by not pressing [#/ST] at each program step. However, to finish programming, you must press [#/ST].
  When you press [#/ST] at the end of programming, the programming report will be printed. On the report you can check the settings you did. Make sure that your programming is correctly done.
  For reading the report, please refer to Checking the Programmed Machine Settings section.

Step 1 Programming Date and Time

For setting the date, enter the date in 6 digits using the day-month-year format. (For example, enter 260805 for 26 of August, 2005)
For setting the time, enter the time in 4 digits using the 24-hour format.
Set the mode switch to the Z/PGM position, then operate the following key sequences.

Date (DDMMYY) ➜ [#/ST] (➜ [#/ST]: to finish programming)

Time (max. 4 digits in 24-hour format) ➜ [#/ST] (➜ [#/ST])

NOTE You can change the date format in the Z/PGM mode. If you change the format, follow the format you changed when setting the date.

Step 2 Programming Tax

Your cash register comes with the the ability to program six kinds of tax system. Program a tax system required by your region, and program tax rates (00.0000% to 99.9999%) on the tax system you selected.
Make sure that the mode switch is at the Z/PGM position, then operate the following key sequences.

Programming the Tax System

⑧ ➜ [#/ST] ➜ A ➜ [#/ST] (➜ [#/ST])

Parameter A: Tax system

Manual VAT 1-4: 0 (Default)	Auto VAT 1-4: 1	Auto Tax 1-4: 2
Manual VAT 1: 3	Manual Tax 1-4: 4	Auto Tax 1-3 and Auto VAT 1: 5

Programming VAT (Tax) Rate

⑨ ➜ [#/ST] ➜ A ➜ [⊗/TM] ➜ B ➜ [⊗/TM] ➜ C ➜ [#/ST] (➜ [#/ST])

When lower tax limit is not specified

Parameters
A: VAT (Tax) 1: 1 VAT (Tax) 2: 2 VAT (Tax) 3: 3 VAT (Tax) 4: 4
B: VAT(tax) rate in 6 digits (000000 to 999999) (Default: 000000)
C: Lower tax limit (0 to 9999) only for TAX system. (Default: 0)

Step 3 Programming Department Status

Merchandise can be classified into eight departments. Items sold with use of the department keys can later be printed on a report that shows the quantities sold and sales amounts classified by department. The data is useful for making purchasing decisions and other store operations. When using a department key, you must set the parameters to specify the department status, such as plus or minus sign and tax status.
Make sure that the mode switch is at the Z/PGM position, then operate the following key sequence.

ABCDEFG → [⊗/TM] → ([SHIFT] →) Department key (→ [#/ST])

(Press [SHIFT] to program departments 5 to 8.)

Parameters:		Selection:	Entry:
A	Sign +/-	+ sign*	0
		- sign	1
B	Normal/SICS (Single Item Cash Sale)	Normal*	0
		SICS	1
C	VAT4 or TAX4	No*	0
		Yes	1
D	VAT3 or TAX3	No*	0
		Yes	1
E	VAT2 or TAX2	No*	0
		Yes	1
F	VAT1 or TAX1	No	0
		Yes*	1
G	Entry digit limit (0 to 7 digits)		0 through 7 (default: 7)

*: Default

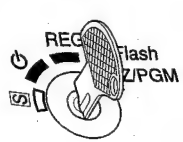
- **Sign**
  Assign + sign to departments in which normal sale amounts are to be entered, and - sign to departments in which payments for items such as refunds, bottle returns or other minus transactions are to be entered.
- **SICS** (Single Item Cash Sale)
  This allows the operator to finalize the transaction entry by entering the unit price of one item and pressing the department key set for SICS. If the unit price is preset for the department key, you can finalize the transaction by pressing the department key only.
- **Entry digit limit**
  Setting this parameter for applicable departments prevents the accidental entry of too large an amount during a sale. For example, if the highest entry to be allowed is 9.99, enter 3. If 0 is entered you cannot enter a price and only a preset price can be entered.

Step 4 Making Basic Sales Entries (Department Entries)

In this section, the basic sales entry method using department key with simple correction (void) method is explained. For more information such as PLU entries, VAT(tax) entries and entries using function keys, please refer to Utilizing Various Features for Sales Entries section.

An operation example (paid by cash) is shown below.
Before starting sales entries, make sure that a paper roll is installed.

1. Set the mode switch to the REG position.



2. Enter the price for the first department item (in case of 15.00, enter ①⑤⓪⓪).
3. Press the appropriate department key.
   For department 5 to department 8, press [SHIFT] first before pressing the department key.
4. Repeat steps 1 and 2 for all the department items.
5. Press [#/ST] to display the amount due. (You can omit this step.)
6. Press [VAT/RA] to make the tax calculation in case your tax system is manual VAT1-4 system (default setting).
7. Enter the amount received from the customer. (You can omit this step if the amount tendered is the same as the subtotal.)
8. Press [TL/AT/NS], and the change due is displayed and the drawer is opened.
9. Tear off the receipt and give it to the customer (in case you programmed receipt printing) with his or her change displayed.
10. Close the drawer.

NOTE
- When paid by cheque, press [CH] instead of [TL/AT/NS].
- When paid by credit, press [CR] instead of [TL/AT/NS].
- If you preset unit prices to departments, you can omit entering the unit price of the department item, that is, omit the step 1 shown above. For the programming, refer to the Department Preset Unit Price Programming section.

Example **Direct finalization (No change)**

Selling a 5.00 item (dept. 1) and an 8.00 item (dept.3) for cash, and the sales total including tax is 13.00, and receiving the exact amount of money.

⑤⓪⓪ [1 5] ⑧⓪⓪ [3 7] [#/ST] [TL/AT/NS]

Price and dept. Price and dept.

Example **Amount tendered operation**

Selling a 5.00 item (dept. 1) and an 8.00 item (dept. 3) for cash and receiving 20.00 from your customer.

⑤⓪⓪ [1 5] ⑧⓪⓪ [3 7] [#/ST] ② 0 ⓪⓪ [TL/AT/NS]

Price and dept. Price and dept. Amount tendered

Example **Making tax calculation (tax system: manual VAT1-4)**

Selling a 5.00 item (dept. 1) and an 8.00 item (dept. 3) for cash and receiving 20.00 from your customer.

⑤⓪⓪ [1 5] ⑧⓪⓪ [3 7] [#/ST] [VAT/RA] ② 0 ⓪⓪ [TL/AT/NS]

To make tax calculation

When making an error entry:

Correction of entered numbers: Delete it by pressing [CL] immediately after the entry.
Correction of the last item entry: Press [∞].
Correction when you found an error on earlier entries:
Void the incorrect entry using the void key, and make the correct entry as shown in the example below.
For details, please refer to Corrections section on page 15.

Example **Correction of earlier entries**

Correcting 300 [1 5] entry to 200 [1 5] after another correct entry has been made

③⓪⓪ [1 5] ⑤②⑤ [3 7] ③⓪⓪ [∞] [1 5] ②⓪⓪ [1 5] [TL/AT/NS]

Void for 300 [1 5] Correct entry

Step 5 Reading/Resetting Sales Data

In order to check sales, you can read a sales report. Also you should reset sales data after you practicing your cash register.
To read a sales report, you should take an X report; set the mode switch to the X/Flash position, and press [TL/AT/NS].
To reset sales, you should take a Z report; set the mode switch to the Z/PGM position, and press [CH]. The sales data accumulated and the ground total (GT) is cleared.

For reading and resetting of actual sales data, please refer to Reading and Resetting of Sales section. You should reset sales data at the end of each day to clear sales data.

Utilizing Various Features for Sales Entries

Before making sales entries, make sure that a paper roll is installed in case receipt function is on. Also make sure to turn the mode switch to the REG position.

PLU Entries

Enter the PLU code of a PLU item and press [PLU]. The PLU item will be registered.

Example Selling a PLU1 item and a PLU15 item by credit.

(1)[PLU] (1)(5)[PLU] [CR]

NOTE To use PLU item sales entry, you must program PLUs.

Convenient Sales Entries

When selling only item by cash (Single Item Cash Sale (SICS) entry)

When a sale is for only one item paid by cash, such as a pack of cigarettes, you can use SICS function. It is applicable only to department keys programmed for SICS or to PLUs associated with such departments. The drawer opens after pressing the department or PLU key.

When entering more than one of the same department or PLU items

You can enter two or more of the same department or PLU item by pressing department or PLU key repeatedly (**repetitive entry**), or by using the multiplication key (**multiplication entry**). It will be convenient to use the multiplication key when selling the same item in bulk. For operation, refer to the example shown below.

Example **Repetitive entry**

Selling two 2.00 items (dept. 1) and three PLU5 items for cash

(2)(00)[1 5][1 5] (5)[PLU][PLU][PLU] [TL/AT/NS]

Example **Multiplication entry**

Selling six 1.50 items (dept. 1) and twelve PLU5 items for cheque payment

(6)[⊗/TM] (1)(5)(0)[1 5] (1)(2)[⊗/TM] (5)[PLU] [#/ST] [CH]

Mixed tender sale

When the amount tendered by cash or cheque is less than the sales amount including tax, the display shows a deficit and "□". To compensate for the deficit, make an additional amount-tendered entry or make a credit entry.

Example Your customer pays 8.30 in cash and 50.00 by credit for an including-tax subtotal of 58.30.

[#/ST] (8)(3)(0) [TL/AT/NS] [CR]

(8)(3)(0): Amount received in cash

[TL/AT/NS]: Displays a deficit and "□"

VAT (Tax) Calculation

Your cash register provides the following six tax systems.
Your cash register is pre-programmed as manual VAT 1 to 4 system.

Auto VAT 1 to 4 system (automatic operation method using programmed percentages)
This system, at settlement, calculates VAT for taxable 1 through 4 subtotals by using the corresponding programmed percentages.

Auto tax 1 to 4 system (automatic operation method using programmed percentages)
This system, at settlement, calculates taxes for taxable 1 through 4 subtotals by using the corresponding programmed percentages, and also adds the calculated taxes to those subtotals, respectively.

Manual VAT 1 to 4 system (manual entry method using programmed percentages)
This system provides the VAT calculation for taxable 1 through 4 subtotals. This calculation is performed using the corresponding programmed percentages when [VAT/RA] is pressed just after [#/ST].

Manual VAT 1 system (manual entry method for subtotals that uses VAT 1 preset percentages)
This system enables the VAT calculation for the subtotal. This calculation is performed using the VAT 1 preset percentage when [VAT/RA] is pressed just after [#/ST]. For this system, the keyed-in VAT rate can be used. In this case, after pressing [#/ST], enter the VAT rate and press [VAT/RA].

Manual tax 1 to 4 system (manual entry method using preset percentages)
This system provides the tax calculation for taxable 1 through 4 subtotals. This calculation is performed using the corresponding programmed percentages when [VAT/RA] is pressed just after [#/ST]. After this calculation, you must finalize the transaction.

Auto tax 1 to 3 and auto VAT 1 system
This system enables the calculation on the combination with automatic tax 1 through 3 and automatic VAT 1. The combination can be any of VAT 1 corresponding to taxable 4 and any of tax 1 trough 3 corresponding to taxable 1 through 3 for each item. The tax amount is calculated automatically with the percentages previously programmed for these taxes.

NOTE VAT/tax calculation for PLU items are performed according to the one set for its associated department.

Discounts and Premiums Using the Percent Key

If you want to apply a discount or a premium for an item, enter the percent rate and press the percent key. If you want to apply a discount or premium for the subtotal, enter all the items, press [#/ST] and then press the percent key following the percent rate.

NOTE Your machine is pre-programmed as discount. If you change to premium, refer to the percent key programming section. Also you can preset a percent rate. If a percent rate is preset, you do not have to enter a percent rate before pressing the percent key. For the programming, also refer to the percent key programming section.

Example Applying a 20.00% discount to an item belonging to department 3

(8) (00) [3 7] (2) (0) (00) [%] [TL/AT/NS]

Example Applying a 15.00% discount to the subtotal of a transaction

(8) [PLU] (1) (2) [PLU] (8) (00) [1 5] [#/ST] (1) (5) (00) [%] [TL/AT/NS]

Currency Exchange

Your register allows payment entries of foreign currency when you programmed a currency exchange rate. After items entries or during tendering entries, press [EX], the subtotal in foreign currency can be displayed. Then enter the tendered amount in foreign currency if not exact amount payment, and press a finalization key ([TL/AT/NS] / [CH] or [CR] when programmed). The change due in domestic currency will be displayed.

NOTE
- When the amount tendered is short, the deficit is shown in domestic currency.
- If you select "Yes" for cheque and credit operation when tendering in foreign currency in EURO programming, you can finalize a sale in foreign currency using [CH] or [CR].
- If you select "Yes" for exchange amount printing for total and change in EURO programming, you can display a change in foreign currency by pressing [EX] when the change is displayed in domestic currency. To return to the display in domestic currency, press [EX] again.

Example Selling a department 3 item (price 79.50) in a foreign currency. (Preset exchange rate: 1.550220

(7)(9)(5)(0)[3 7] [EX] (1)(3)(0)(00) [TL/AT/NS]

Amount tendered in foreign currency

No Sale

When you need to open with no sale, for example to make changes, just press [TL/AT/NS]. The drawer will open.

Refund

Since your cash register comes with no refund key, make a negative department (see the required programming on page 9) and use it.

NOTE Check that the taxable status of the returned item is the same as that of the negative department. Otherwise the tax will not be calculated correctly.

Non-add Code Number

Non-add code numbers can be entered and printed on the receipt or journal during the entry of a sale. Non-add codes can be used for a variety of things. For example: credit numbers, check numbers, serial numbers, products codes, service charge codes, or any other numbers for later reference to specific transactions. Enter a code number of up to 8 digits and press [#/ST].

Received-on Account and Paid-out Entries

When you receive an account from a customer or when you pay amount to a vendor, it is a good idea to use [VAT/RA] or [PO] respectively.
For the received-on-account entry, enter the amount, and press [VAT/RA].
For the paid-out entry, enter the amount, and press [PO].
The entry limit is 8 digits (79999999), though it is different if you programmed.

Example Receiving 60.00 on account from a customer whose code number is 12345.

(1)(2)(3)(4)(5) [#/ST] (6)(0)(00) [VAT/RA]

Corrections

If you should make an error when entering an item into a sale, correct it using the following procedures.

- **Correction of entered numbers**
  When you enter an incorrect number, delete it by pressing [CL] immediately after the entry.
- **Correction of the last entry (direct void)**
  If you make a mistake when making a department entry, PLU entry, multiplication entry or repetitive entry (the last entry only), you can correct this by pressing [∞].
- **Correction of earlier entries (indirect void)**
  With this function, you can correct department or PLU entry incorrectly made during a transaction if you find it before finalizing the transaction by pressing [TL/AT/NS], [CR] or [CH].

Example To correct ③[PLU] entry to ④[PLU] after another correct entry has been made, enter the following:

③[PLU] ①①⑤ 0 [1 5] ③[∞][PLU] ④[PLU] [TL/AT/NS]

Indirect void for ③[PLU] — correct entry

- **Correction after issuance of receipt**
  This function allows you to reverse the entries made on an incorrect receipt. The entries are subtracted from each totalizer and add to a void totalizer. Turn the mode key to [∞] position, and enter the same details that are on the incorrect receipt. (If necessary, enter the secret code and press [TL/AT/NS] when you turn the mode key to [∞] position.)

Reading and Resetting of Sales

All the data on all of your registrations as well as other transaction information will remain in the memory of your cash register as long as your cash register has power (Be sure you have live batteries installed in case of a power failure). This information can be printed in the form of a report which can be helpful to you in running your business.

Flash reports for viewing on the display

Use this function for on-the-spot checking of individual cash register's sales data. The sales total is shown on the display but is not printed nor cleared from the cash register's memory.
To display the flash report for each individual item, press the following keys in the X/Flash mode:

Individual department sales	Department key
Sales total	[#/ST]
Cash in drawer	[CR]

X reports for reading of sales

This report, when taken in the X/Flash mode, prints the accumulated information of sales.
Taking an X report is a good way to do a mid-day check on daily sales. You can take X reports any number of times, because they do not affect the cash register's memory.
To issue an X report, set the mode switch to the X/Flash position and press [TL/AT/NS].

Z reports for reading and resetting of sales

This report, when taken in the Z/PGM mode, prints the same information as an X report. Once this report had been printed, the cash register's memory of daily information is cleared and all the transaction totals are reset to zero. Be sure to issue a Z report at the end of each day.
With a Z report printing, you can also reset GT (ground total).
To issue a Z report, follow the procedure described below.

1. Set the mode switch to the Z/PGM position.
2. If necessary, enter the secret code and press [TL/AT/NS].

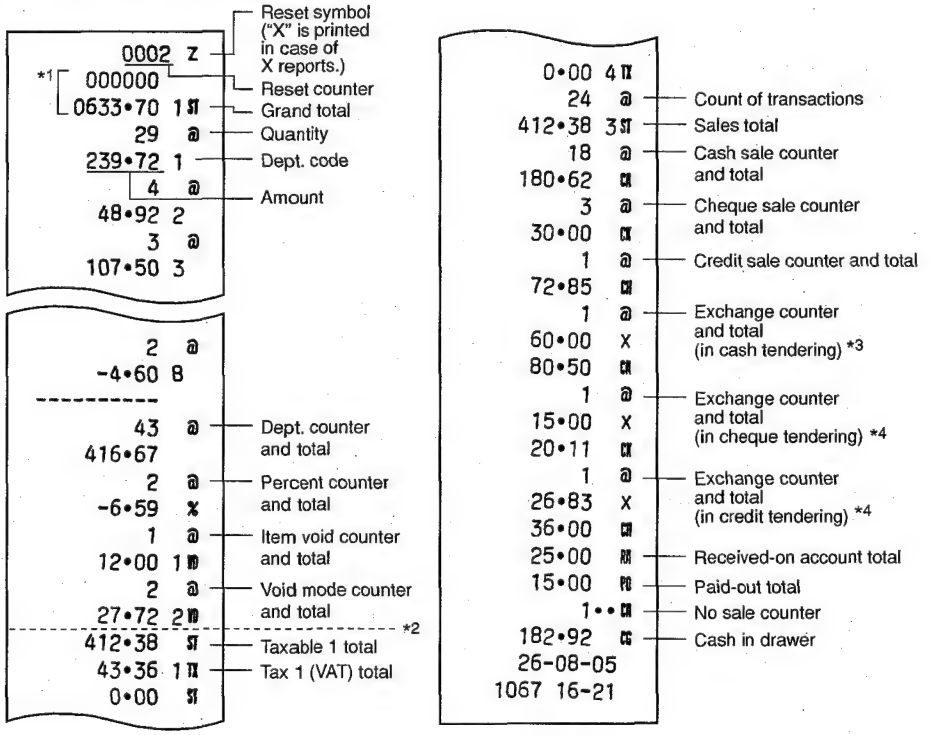
To issue a Z report with resetting of GT:

3. Press [CH].
4. If necessary, enter the secret code and press [CH].

To issue a Z report without resetting of GT:

3. Press [TL/AT/NS].
4. If necessary, enter the secret code and press [TL/AT/NS].

Sample sales report



*1 Printed in the Z report only.
*2 Difference by rounding is printed here in case Australian rounding is applied.
*3 Not printed in case that the exchange rate is set to 0.000000.
*4 Not printed in case that "Cheque and credit operation when tendering in foreign currency" is set to "No" on EURO programming, and/or the exchange rate is set to 0.000000.

EURO Migration Function

Your register can be modified to correspond with each period set for the introduction of EURO, and in your register each currency is treated as shown on the table below depending on which period you are in.

Basically your register can be automatically modified to correspond to the introduction of EURO by executing automatic EURO modification operation shown below in Z/PGM mode. However, there are several options you must set depending on your need. So, please carefully conduct necessary settings.

How currencies are treated in your register

		Period 1	Period 2	Period 3
		After the introduction of EURO, and before EURO banknotes and coins begin to circulate	After EURO banknotes and coins begin to circulate, and before national currency is withdrawn from circulation. (Co-existence of EURO and national currency)	After the national currency is withdrawn from circulation
Currency	EURO	Exchange key	Domestic currency	Domestic currency
	National currency (DM, F, etc.)	Domestic currency	Exchange key	
	Foreign currency	——	——	Exchange key

Automatic EURO modification operation

Make sure the mode switch is in the Z/PGM position first, (if necessary, enter the secret code and press [TL/AT/NS]) and perform the following procedure. Please note that you can perform each operation only once with the substitution of "A=1", "A=2" and "A=3". For example, if you performed the operation with the substitution of "A=2" first, you cannot perform the operation with the substitution of "A=1".

⑧⓪⓪ [#/ST] A* [#/ST]

*A: Enter ① for the period 1, ② for the period 2, and ③ for the period 3.

The details of the register system modification are as shown on the following page:

Items	A=1 (EURO status 1)	A=2 (EURO status 2)	A=3 (EURO status 3)
General Z report	Issue	Issue	Issue
GT memory	-	Clear	Clear *2
Conversion of preset prices of Dept./PLU	-	Yes *1	Yes *1
Exchange amount printing for total and change	Yes	Yes	No
Exchange calculation method	Division	Multiplication	Multiplication
Domestic currency symbol	-	[EURO]	[EURO]
Domestic currency decimal point position	-	2	2
Exchange currency symbol	[EURO]	Previous domestic currency symbol	-*3
Exchange currency decimal point position	2	Previous domestic currency decimal point position	-
Rounding of exchange currency	Round off	Round off	Round off

- The item marked with "-" remains the same as the previous data.

*1: If the Automatic conversion of unit prices of Depts./PLUs by automatic EURO migration operation is set NO (default setting) in EURO Programming, or currency exchange rate is set to 0% (default setting) in Exchange Key Programming, conversion of preset prices of Dept./PLU is not performed in the Automatic EURO modification operation.

*2: When you perform from EURO status 2, previous data remains unchanged.

*3: When you perform from EURO status 1 or 2, "space" is set.

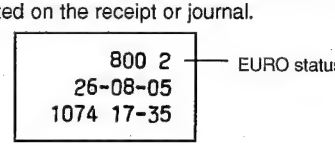
IMPORTANT

- After the execution of the procedure with "A=1", treat EURO as foreign currency using [EX]. Set the EURO conversion rate as the currency conversion rate for [EX].
- After the execution of the procedure with "A=2", treat EURO as domestic currency and national currency as foreign currency using [EX]. Set the EURO conversion rate as the currency conversion rate for [EX].
- After the execution of the procedure with "A=3", treat EURO as domestic currency.
- As for the percent rate for [%] and HALO setting, the automatic conversion is not made. So, when your domestic currency becomes EURO, you must change these settings so that they are based on EURO currency.
- You can receive the amount of exchange (EURO or national currency) in cheque or credit. For the programming, please refer to EURO programming on page 22.
- When "Exchange amount printing for total and change" is set to "Yes", you can display a change in foreign currency by pressing [EX] when the change is displayed in domestic currency.

Checking the current EURO status

You can check the EURO status currently set on the cash register. Set the mode switch to the Z/PGM position, (if necessary, enter the secret code and press [TL/AT/NS]) and perform the following procedure. The current EURO status will be printed on the receipt or journal.

(8)(00)[#/ST][#/ST]



Advanced Programming

Before starting programming, set the mode switch to the Z/PGM mode. Also if necessary, enter the secret code and press [TL/AT/NS].

NOTE
- You can continue programming without printing the programming report by not pressing [#/ST] at the end of each program step. However, you must program PLUs independent from other programming.
- Unless otherwise specified, programming options marked with * indicate factory setting. In case of values or number settings, the factory settings are shown with the word, "Default".

Department Preset Unit Price Programming

Unit prices can be assigned directly to department keys for frequently purchased items, which enables you to enter the prices by simply pressing the department keys.

Unit price (max. 5 digits) → ([SHIFT] →) Department key (→ [#/ST]) (Default: 0.00)

(Press [SHIFT] to program departments 5 to 8.)

PLU Programming

The PLU function allow speedy key entries whereby a preset price is automatically called up when a code is entered. Up to 80 PLU settings are possible. Each PLU should belong to a department in order to acquire the parameters of the department. The cash register was factory preset so that PLU1 to 10 are assigned to department 1 and unit price 0.00.

PLU code → [PLU] → Unit price (max. 6 digits) → ([SHIFT] →) Department key → [#/ST]

For the next PLU code programming

When the next PLU code to be programmed does not directory follow the one just entered.

(Press [SHIFT] to program departments 5 to 8.)

To disable a PLU, enter the PLU code and press [PLU], then press [CO] and [#/ST].

Percent Key Programming

[%] can be programmed as a discount key or premium key. As a default, [%] is programmed as a discount key. Also you can program a percent rate for [%].
When 00.00% is programmed, use of preset percent rate is prohibited. (factory setting)

Programming the percent key function (discount or premium)

① for discount or (0) for premium → [⊗/TM] → [%] (→ [#/ST])

Programming the percent rate (00.00 to 99.99%)

Percent rate in 4 digits (0000 to 9999) → [%] (→ [#/ST])

Exchange Key Programming

To handle a foreign currency, you can program a currency exchange rate (000.000000% to 999.999999%) for the exchange key.
When 000.000000% is programmed, use of [EX] is prohibited (factory preset).

Currency exchange rate in 9 digits (000000000 to 999999999) ➜ [EX] (➜ [#/ST])

Printing Format Programming

You can program a printing format of the receipt or journal by using the following eight kinds of parameters.

② ➜ [#/ST] ➜ ABCDEFGH ➜ [#/ST] (➜ [#/ST])

Parameters:		Selection:	Entry:
A	Currency symbol for domestic currency	Space*	0
		EURO	1
B	Printing receipt/journal in the REG mode (Receipt ON/OFF function)	Yes (Receipt ON)*	0
		No (Receipt OFF)	1
C	Printing format	Journal format*	0
		Receipt format	1
D	Date printing	Yes*	0
		No	1
E	Time printing	Yes*	0
		No	1
F	Receipt number printing	Yes*	0
		No	1
G	Taxable subtotal printing	Yes*	0
		No	1
H	Subtotal printing with a press of [#/ST]	Yes	0
		No*	1

- **Printing format**
  When receipt format is selected, the take-up spool does not move.

Miscellaneous Programming

You can program miscellaneous settings suitable for use.

① → [#/ST] → ABCDEFGH → [#/ST] (→ [#/ST])

Parameters:		Selection:	Entry:
A	Date format	MMDDYY	0
		DDMMYY*	1
		YYMMDD	2
B	Time format	12 hour format	0
		24 hour format*	1
C	Decimal point position for domestic currency		0 though 3 (Default: 2)
D	Resetting receipt no. when issuing Z report	No*	0
		Yes	1
E	Amount tendered compulsory for [TL/AT/NS] and [CH]	No*	0
		Yes	1
F	Subtotaling compulsory	No*	0
		Yes	1
G	Entry digit limit for [CR], [CH], [VAT/RA] and [PO]		0 though 8 (Default: 8)
H	Rounding	Round off*	0
		Round up	1
		Round down	2

- **Time format**
  When 12 hour format is set, the a.m. time will be displayed with A and printed without no mark, and the p.m. time will be displayed with P and printed with the mark @.
- **Amount tendered compulsory**
  When set for compulsory, always enter the amount tendered by the customer before finalizing the transaction.
- **Subtotaling compulsory**
  When set for compulsory, always press [#/ST] before finalizing the transaction.

Consecutive Receipt Number Programming

The receipt number is printed on every receipt or journal, and report, together with the date and time. The number is incremented each time a receipt is issued. To start from a specific consecutive number, enter a figure one less than that number.

Receipt start number (max. 4 digits) → [⊗/TM] → [#/ST] (→ [#/ST]) (Default: 0001)

EURO Programming

For the details of EURO programming, please refer to "EURO Migration Function" on pages 16 and 17.

③ → [#/ST] → ABCDEFGH → [#/ST] (→ [#/ST])

Parameters:		Selection:	Entry:
A	Automatic conversion of unit prices of Depts. /PLUs by automatic EURO migration operation	No*	0
		Yes	1
B	Conversion rate printing	No*	0
		Yes	1
C	Exchange amount printing for total & change	No*	0
		Yes	1
D	Cheque & credit operation when tendering in foreign currency	No*	0
		Yes	1
E	Exchange calculation method	Multiplication*	0
		Division	1
F	Rounding for exchange	Rounding up*	0
		Rounding	1
G	Currency symbol for foreign currency	Space*	0
		EURO	1
H	Decimal point position for foreign currency		0 through 3 (Default: 2)

NOTE If you select "Yes" for exchange amount printing for total and change, you can display a change in foreign currency by pressing [EX] when the change is displayed in domestic currency.

Rounding Programming (For Australian tax system)

When Australian rounding is set, the sales total amount is rounded to 0 or 5 when paid in cash.

④ → [#/ST] → (0) for No or (1) for Yes → [#/ST] (→ [#/ST])

(Default: Yes for the register shipped to Australia)

Secret Code Programming

A secret code is used in order to allow only those who know the secret code to operate the machine in [⊂⊃] and Z/PGM modes or to print Z reports. When you need a secret code, program a secret code.

Secret code (max. 4 digits) → [⊗/TM] → [TL/AT/NS] (→ [#/ST])

(Default: 0000; no application of secret code)

How to enter a secret code:

In case that a secret code has been programmed, "----" is displayed when the mode switch is set to [⊂⊃] or Z/PGM or when you need to issue a Z report. In this case, enter the secret code (max. 4 digits) and press [TL/AT/NS]. Every time you enter a digit, the display of "-" changes to "_".

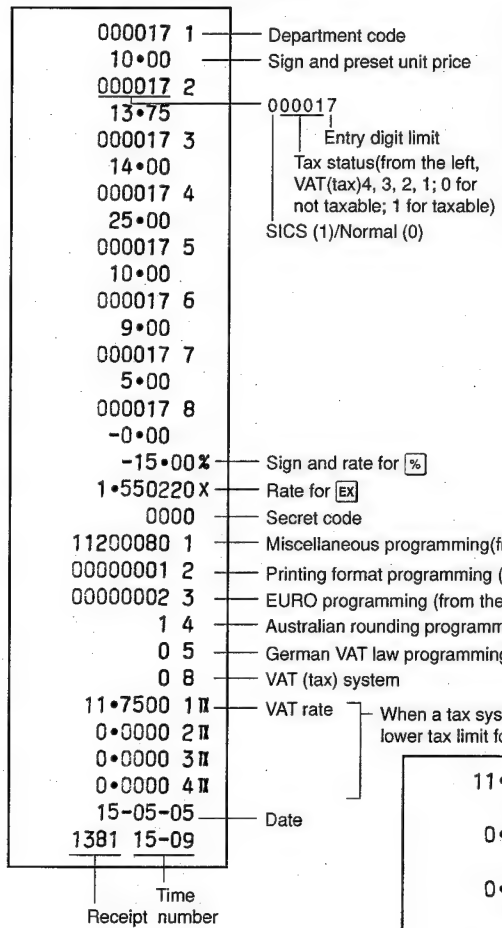
In case you forget the secret code you programmed:

Set the mode switch to the Z/PGM position, and operate the secret code programming shown above with the substitution of "0000" for the secret code.

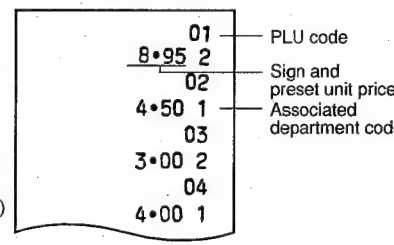
Checking the Programmed Machine Settings

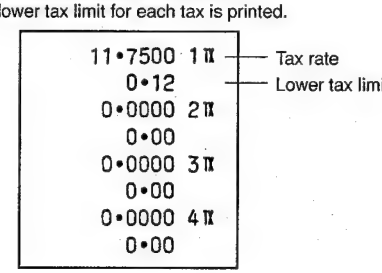
Your machine allows you to print the programmed machine settings, namely, general & tax programming report and PLU programming report.
Set the mode switch to the Z/PGM position, and press [#/ST] to print a general & tax programming report, or press [PLU] to print a PLU programming report.

• General & tax programming report



•PLU programming report

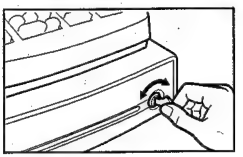




Maintenance

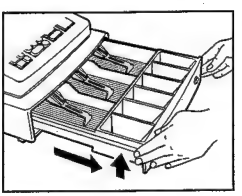
Drawer Handling

Locking the Drawer



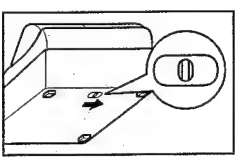
Develop the habit of locking the drawer when not using the register for any extended period of time.
To lock the drawer, turn 90 degrees counter-clockwise, and to unlock the drawer, turn 90 degrees clockwise.

Removing the Drawer



To detach the drawer, pull it forward fully, and remove it by lifting it up. The 6-denomination coin case is detachable from the till. Also the separators of the coin case are removable.

Manually Opening the Drawer



In case of a power failure or if the machine is out of order, slide the lever located on the machine bottom toward the direction of the arrow to open the drawer manually. The drawer will not open if it is locked with a drawer lock key, though.

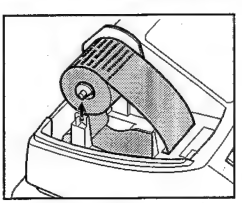
Using the Slit of the Drawer

You can enter bills and cheques from the slit without opening the drawer. The bills and cheques entered are placed under the coin case.

Caution When taking out the bills and cheques, never fail to hold tightly the both sides of the coin case with your both hands so that the coins in the coin case will not be fallen.

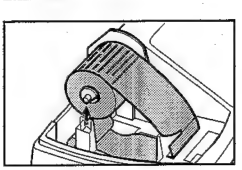
Replacing the Paper Roll

When a dye appears on the paper roll, it is time to replace the paper roll with new one. Be sure to use the paper roll specified in "Specification" section.

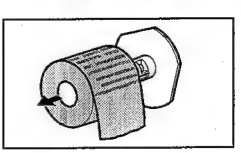


In case of journal printing

1. Set the mode switch to the REG position.
2. Remove the printer cover.
3. Press [↑] to advance the paper by several lines and then cut it to remove the take-up spool from the bearing.
4. After cutting the existing paper, remove the paper roll. Then remove the remaining paper by pressing [↑].
5. Remove the paper roll from the take-up spool.
6. Install a new paper roll and replace the take-up spool according to the instructions on page 6.



NOTE **In case of receipt printing**, do the above steps 1, 2, 4 in this order and then install a new paper roll according to the instructions on page 6.



Replacing the Batteries

This cash register displays a low battery symbol (L) when the batteries installed get low, and displays a no battery symbol (L) when batteries are extremely low or batteries are not installed.

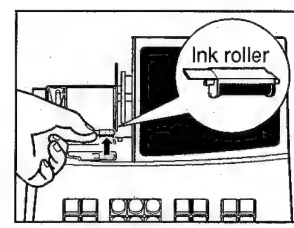
When the low battery symbol is displayed, replace the batteries with new ones as soon as possible. The existent batteries will be dead in about two days.
When the no battery symbol is displayed, replace the batteries immediately. Otherwise, if the AC power cord is disconnected or a power failure occurs, all the programmed settings will be reset to the default settings and any data stored in memory will be cleared.

For replacing the batteries, be sure that the cash register is plugged in and the mode switch is on the REG position, then replace the batteries with new ones referring to "Install Batteries" section on page 6.

Replacing the Ink Roller

When printing becomes faded, replace the existing ink roller with a new one available from SHARP.

Precautions:
- Be sure to use an ink roller available from SHARP. The use of any other ink rollers could cause troubles in the printer. Never pour ink to the ink roller.
- After opening the parcel, install it soon.



1. Remove the printer cover.
2. Pull the ink roller handle upward to remove the ink roller.
3. Install a new ink roller.
4. Replace the printer cover.

In Case of Power Failure or Paper Jam

When power failure occurs:

If power is lost, the machine retains its memory contents and all information on sales entries when the batteries are in the proper state of charge.

- When power failure occurs in register idle state or during an entry, the machine returns to the normal state of operation after power recovery.
- When power failure occurs during a printing cycle, the register prints "·····" and then carries out the correct printing procedure.

When printer motor locks:

If printer motor locks, printing stalls and intermittent beeping starts. First, unplug the power cord and repair paper jam. Then plug in the power cord, feed the roll paper to the proper position and press [CL]. The register with then resume correct printing after printing "·····"

Before Calling for Service

If you encounter a problem, use this chart before calling for service.

Problem	Item to check
• The display shows symbols that do not make sense.	• Was the machine reset in the proper way shown on page 5?
• The display will not illuminate even when the mode switch is not set to "⏻". The machine fails to operate when any key is pressed.	• Is the power supplied to the electrical outlet? (Plug in another electrical device.) • Is the power cord firmly connected to the electrical outlet?
• The display is illuminated, but the machine does not accept key entries.	• Is the mode switch properly set to the REG position? • Was the machine reset in the proper way shown on page 5?
• Journal paper does not feed properly in the printer.	• Is the take-up spool installed properly? • Is there a paper jam?
• Printing is faded or illegible.	• Isn't the ink roller used up? • Is the ink roller installed properly?

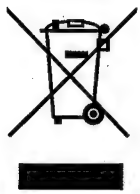
Specifications

Model:	XE-A102	
Size:	330(W) x 363(D) x 234(H) millimeters	
Weight:	5 kg	
Power Source:	Official (nominal) voltage and frequency	
Power Consumption:	Stand-by: 6.4 W Operating: 13 W	
Work Temperature:	0 to 40 °C	
Display:	LED (Light-Emitting Diode) numeric display	
Printer:	1 station print wheel selective type	
Printing Capacity:	Max. 13 digits	
Paper Roll:	Width:	57.5 mm ± 0.5 mm
	Max. diameter:	80 mm
	Paper quality:	Bond paper (thickness: 0.06 to 0.085 mm, weight: 47 to 64 g/m²)
Cash Drawer:	3 slots for bills, 6 for coins	
Accessories (supplied):	Paper roll	1 roll
	Mode key	2
	Drawer lock key	2
	Instruction manual	1 copy (this manual)
	Quick start guide	1 copy
	Ink roller	1 (already installed)
	Take-up spool	1
	Fixing angle blacket	1

* Specifications and appearance are subject to change without notice.

A. Information on Disposal for Users (private households)

1. In the European Union



Attention: Your product is marked with this symbol. It means that used electrical and electronic products should not be mixed with general household waste. There is a separate collection system for these products.

Attention: If you want to dispose of this equipment, please do not use the ordinary dust bin!

Used electrical and electronic equipment must be treated separately and in accordance with legislation that requires proper treatment, recovery and recycling of used electrical and electronic equipment. Following the implementation by member states, private households within the EU states may return their used electrical and electronic equipment to designated collection facilities free of charge*. In some countries* your local retailer may also take back your old product free of charge if you purchase a similar new one.
*) Please contact your local authority for further details.

If your used electrical or electronic equipment has batteries or accumulators, please dispose of these separately beforehand according to local requirements.

By disposing of this product correctly you will help ensure that the waste undergoes the necessary treatment, recovery and recycling and thus prevent potential negative effects on the environment and human health which could otherwise arise due to inappropriate waste handling.

2. In other Countries outside the EU

If you wish to discard this product, please contact your local authorities and ask for the correct method of disposal.

For Switzerland: Used electrical or electronic equipment can be returned free of charge to the dealer, even if you don't purchase a new product. Further collection facilities are listed on the homepage of www.swico.ch or www.sens.ch.

B. Information on Disposal for Business Users.

1. In the European Union

If the product is used for business purposes and you want to discard it:

Please contact your SHARP dealer who will inform you about the take-back of the product. You might be charged for the costs arising from take-back and recycling. Small products (and small amounts) might be taken back by your local collection facilities.

For Spain: Please contact the established collection system or your local authority for take-back of your used products.

2. In other Countries outside the EU

If you wish to discard of this product, please contact your local authorities and ask for the correct method of disposal.

FOR CUSTOMERS IN U.K.

IMPORTANT

The wires in this mains lead are coloured in accordance with the following code:

BLUE:	**Neutral**
BROWN:	**Live**

As the colours of the wires in the mains lead of this apparatus may not correspond with the coloured markings identifying the terminals in your plug proceed as follows.
The wire which is coloured **BLUE** must be connected to the terminal which is marked with the letter **N** or coloured black.
The wire which is coloured **BROWN** must be connected to the terminal which is marked with the letter **L** or coloured red.
The apparatus must be protected by a 3A fuse in the mains plug or distribution board.
CAUTION: DO NOT CONNECT THE LIVE (BROWN) WIRE OR THE NEUTRAL (BLUE) WIRE TO THE EARTH TERMINAL OF YOUR 3-PIN MAINS PLUG.

Environment Protection
The device is supported by a battery. To dispose the battery safely to protect the environment, please note the following points:
- Take the used battery to your local waste depot, dealer or customer service centre for recycling.
- Do not throw the used battery into fire, into water or into the household waste!

Umweltschutz
Das Gerät wird durch eine Batterie gestützt. Um die Batterie sicher und umweltschonend zu entsorgen, beachten Sie bitte folgende Punkte:
- Bringen Sie die leere Batterie zu Ihrer örtlichen Mülldeponie, zum Händler oder zum Kundenservice-Zentrum zur Entsorgung.
- Werfen Sie die leere Batterie niemals ins Feuer, ins Wasser oder in den Hausmüll.

Protection de l'environnement
L'appareil est supporté sur pile. Afin de protéger l'environnement, nous vous recommendons de traiter la pile usagée la façon suivante:
- Apporter la pile usagée à votre centre de traitement des ordures ménagères le plus proche ou, à votre revendeur ou, au service après-vente, pour recyclement.
- Ne jamais jeter la pile usagée dans une source de chaleur, dans l'eau ou dans les vide-ordures.

Miljöskydd
Denna produkt nöddrivs av batteri.
Vid batteribyte skall följande iakttagas:
- Det förbrukade batteriet skall inlämnas till er lokala handlare eller till kommunal miljöstation för återinssamling.
- Kasta ej batteriet i vattnet eller i hushållssoporna. Batteriet får ej heller utsätttas för öppen eld.

Bescherming van het milieu
Deze kassa gebruikt een batterij. Bescherm het milieu en gooi een gebruikte batterij op de juiste manier weg. Let op de volgende punten:
- Breng een lege batterij naar de lokale verzamelplaats voor klein chemisch afval, terug naar de winkel of gooi in een batterijbak.
- Gooi een gebruikte batterij niet in een vuur of water en gooi niet met het gewone huisafval weg.

Geräuschpegel: 76,3 dB (A)
Gemessen nach DIN 45635 bzw. EN27779

Quick Start Guide
Schnellstartanleitung
Guide de démarrage rapide
Guía de inicio rápido
Gids voor snel starten

XE-A102

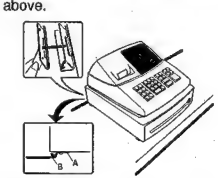
English

For quick set-up, follow the steps shown below. Note that malfunction may occur if you do not follow the steps. Find a stable and flat place not subjected to direct sunlight nor splashing water.

1 Install the Cash Register

Install the cash register using the fixing angle bracket provided with the register.

1. Thoroughly clean the location where the fixing angle bracket (B) is to be placed.
2. Peel off the adhesive tape on the fixing angle bracket.
3. Hook the angle bracket onto the hook (A) that is located at the bottom rear of the register.
4. Firmly stick the fixing angle bracket to the table surface that you cleaned above.



To remove the register from the fixing angle bracket:
Lift up the front of the register and pull the register towards you.

Please move to the step 2 in English page to continue the set-up.

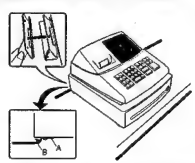
Deutsch

Für eine schnelle Betriebsbereitschaft ist den nachfolgenden Anleitungsschritten nachzugehen. Bei Nichtbefolgung kann es zu Gerätestörungen kommen. Der Aufstellplatz muß stabil sein, eine ebene Aufstellfläche aufweisen und nicht direkter Sonneneinstrahlung oder Spritzwasser ausgesetzt sein.

1 Installation der Registrierkasse

Installieren Sie die Registrierkasse mit Hilfe des mitgelieferten Haltewinkels.

1. Die Anbringstelle des Haltewinkels (B) sorgfältig reinigen.
2. Die Klebeschutzfolie vom Haltewinkel abziehen.
3. Den Haltewinkel in den Haken (A) an der Unterseite der Registrierkasse einhaken.
4. Den Haltewinkel fest an die zuvor gesäuberte Stelle andrücken.



Zum Entfernen der Registrierkasse vom Haltewinkel:
Die Vorderseite der Registrierkasse anheben und diese dann gegen den eigenen Körper ziehen.

Gehen Sie bitte zu Schritt 2, um die Inbetriebnahme der Registrierkasse fortzusetzen.

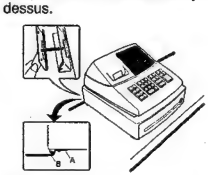
Français

Pour une installation rapide, suivez les étapes indiquées ci-dessous. Notez qu'un fonctionnement défectueux risque de survenir si vous ne suivez pas ces étapes. Installez la machine sur une surface stable et plane qui ne soit pas soumise à une lumière solaire directe ni à un risque d'éclaboussures d'eau.

1 Installation de la caisse enregistreuse

Installez la caisse enregistreuse en utilisant le support-cornière de fixation qui est fourni avec l'enregistreuse.

1. Nettoyez entièrement l'emplacement où le support-cornière de fixation (B) doit être installé.
2. Dénudez le ruban adhésif se trouvant sur le support-cornière de fixation.
3. Accrochez le support-cornière de fixation au crochet (A) qui est situé à la partie inférieure de l'enregistreuse.
4. Attachez fermement le support-cornière de fixation à la surface du comptoir ou de la table, nettoyée ci-dessus.



Pour retirer l'enregistreuse du support-cornière de fixation:
Soulevez l'avant de l'enregistreuse et tirez-la verse vous.

Veuillez aller à l'étape 2 pour la continuation de la installation.

Español

Para realizar la configuración con rapidez, siga los pasos que se muestran abajo. Tenga presente que si no sigue estos pasos puede producirse un mal funcionamiento. Prepare un lugar plano y estable que no esté sujeto a los rayos directos del sol ni salpicaduras de agua.

1 Instalación de la caja registadora

Instale la caja registradora empleando la ménsula angular de fijación suministrada con la caja registradora.

1. Limpie completamente el lugar donde deba colocarse la ménsula angular de fijación (B).
2. Pele la cinta adhesiva de la ménsula angular de fijación.
3. Acople la ménsula angular al gancho (A) que está situado en el fondo de la parte posterior de la caja registradora.
4. Pegue firmemente la ménsula angular de fijación a la superficie de la mesa que limpió arriba.

Para extraer la caja registradora de la ménsula angular de fijación:
Levante la parte delantera de la caja registradora y tire de la caja registradora hacia usted.

Vaya al paso 2 para seguir la instalación.

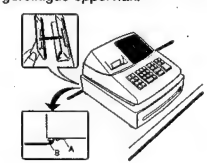
Nederlands

Volg de hieronder beschreven handelingen voor het snel in gebruik nemen van de kassa. Voer de volgende stappen juist uit; de kassa zal anders mogelijk onjuist functioneren.
Bepaal voor het installeren een stabiele, vlakke plaats waar de kassa niet aan water, vocht en het directe zonlicht wordt blootgesteld.

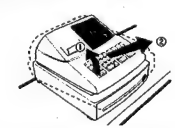
1 Installeren van de kassa

Installeer de kassa met gebruik van de bijgeleverde bevestigingsbeugel.

1. Reinig het oppervlak waar de bevestigingsbeugel (B) moet worden geplaatst goed.
2. Verwijder het plakband van de bevestigingsbeugel.
3. Haak de bevestigingsbeugel aan het haakje (A) op de onderkant van de kassa.
4. Plak de bevestigingsbeugel vervolgens stevig op het hiervoor gereinigde oppervlak.



Verwijderen van de kassa van de bevestigingsbeugel:
Til de voorkant van de kassa op en trek de kassa naar u toe.



Ga naar stap 2 voor het verder installeren.

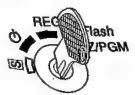
Printed in China / Gedruckt in China / Imprimé en Chine / Impreso en China / Gedrukt in China

TCADH2494RCZZ①

2 Reset the Cash Register

To ensure that your cash register operates properly, initialize it using the following procedure.

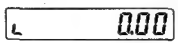
1. Insert the mode key into the mode switch and turn the key to the REG position.



2. Insert the plug into the AC outlet. A buzzer will sound three times.

IMPORTANT
This operation must be performed without batteries loaded.

3. The register display should now show "L 0.00".



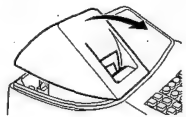
4. Press [⊙/TM] to confirm the clock starts from "L 0-00".

5. Press [CL] to cancel the time display.

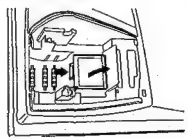
3 Install Batteries

Prepare three new R6 or LR6 batteries ("AA" size), and install them according to the procedure shown below with the AC cord connected and set the mode switch to REG position. These batteries are necessary for memory backup.

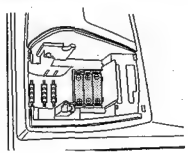
1 Pull the printer cover forward and detach it.



2. Open the battery cover next to the paper roll cradle.



3. Install three new R6 or LR6 batteries ("AA" size). Make sure that the batteries are installed as per the diagram below.



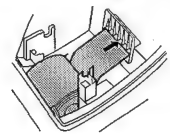
4. Confirm the no battery symbol "L" lights off.

5. Close the battery cover.

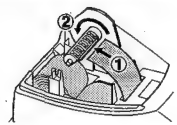
4 Install the Paper Roll

1. Set the paper roll in the paper roll cradle as shown in the diagram.

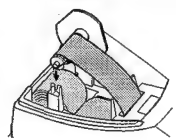
2. Insert the paper straight into the paper inlet, and press [↑]. The paper then feeds through and appears in the print area.



3. (For journal printing only) Insert the top end of the paper into the slit in the spool shaft and wind the paper two or three turns.



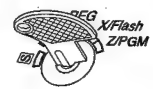
4. (For journal printing only) Place the take-up spool on the bearing.



5. Replace the printer cover.

5 Basic Programming

Set the mode key to the Z/PGM position.



Set Time and Date

1. Enter the time in 4 digits ("hhmm" format) using the 24 hour system.
   In case of 2:30 p.m.; ①④③⓪
2. Press [#/ST] once.
3. Enter the date in 6 digits using the day-month-year format.
   In case of 26 August, 2005: ②⑥⓪⑧⓪⑤
4. Press [#/ST] twice. A programming report will be printed.

VAT(Tax) rate programming

Your cash register comes with the ability to program six kinds of tax system, and is preprogrammed so that VAT1 through VAT4 are calculated manually. If you have to change the tax system, please refer to the part of "Quick Start Operations" in the insruction manual.

⑨ → [#/ST] → A → [⊙/TM] → B → [⊙/TM] → C → [#/ST] (→ [#/ST]: To finish programming)
When lower tax limit is not specified

Parameters
A: VAT (Tax) 1: 1 VAT (Tax) 2: 2 VAT (Tax) 3: 3 VAT (Tax) 4: 4
B: Tax rate (00.0000% to 99.9999%)x10000 (Default: 00.0000%)
C: Lower tax limit (0 to 9999) only for TAX system. (Default: 0)

Department tax status

As the default settings, VAT(tax) 1 is applied for all departments. If you must change the status, use the following procedure.

⓪ ⓪ CDEF⑦ → [⊙/TM] → ([SHIFT] →) Department key (→ [#/ST]: To finish programming)

(Press [SHIFT] to program departments 5 to 8.)

Parameters
C thru F: ⓪ for not applying tax or ① for applying tax
C for VAT4 or TAX4 D for VAT3 or TAX3
E for VAT2 or TAX2 F for VAT1 or TAX1

For example, when you apply VAT2 for department 5, enter:
⓪⓪⓪⓪ ① ⓪⑦[SHIFT][5]
Tax 2(E)

With regard to other parameters (the place of ⓪⓪ and ⑦), please refer to the part of "Quick Start Operations" in the insruction manual.

For additional basic information of programming and operation, please refer to the part of "Quick Start Operations" in the instruction manual.

2 Rücksetzung der Registrierkasse

Um sicherzustellen, daß die Registrierkasse fehlerfrei funktioniert, ist das folgende Initialisierungsverfahren anzuwenden.

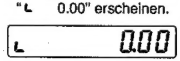
1. Den Funktionsschlüssel in das Funktionsschloß stecken und ihn auf die Position REG drehen.

2. Den Netzstromstecker in eine Steckdose stecken. Ein Summton ertönt dreimal.

WICHTIG

Diese Bedienung muß ohne eingesetzte Batterien durchgeführt werden.

3. Auf der Anzeige muß nun "L 0.00" erscheinen.



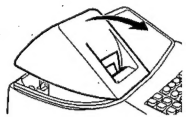
4. Taste ⊗/TM drücken, um zu bestätigen, daß die Uhr bei "L 0-00" startet.

5. Taste CL drücken, um die Uhrzeitanzeige aufzuheben.

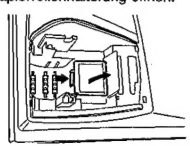
3 Einsetzen der Batterien

Drei neue R6- oder LR6-Batterien (Größe AA) sind bereitzuhalten und nach folgendem Verfahren einzusetzen. Dabei muß das Netzkabel angeschlossen sein und sich das Funktionsschloß in der Position REG befinden, wie bereits im vorherigen Schritt 2 gezeigt. Die Batterien dienen zur Speichersicherung.

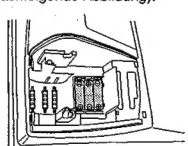
1 Die Druckwerkabdeckung nach vorne ziehen und abnehmen.



2. Den Batteriendeckel neben der Papierrollenhalterung öffnen.



3. Die drei neuen R6- oder LR6-Batterien (Größe AA) einsetzen. Sicherstellen, daß die Batterien richtig eingesetzt werden (siehe nachfolgende Abbildung).



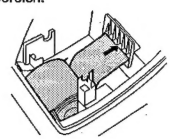
4. Darauf achten, daß das Batteriesymbol "L" erlischt.

5. Batteriendeckel schließen.

4 Einsetzen der Papierrolle

1. Die Papierrolle in die Papierrollenhalterung einsetzen (siehe nachfolgende Abbildung).

2. Papier gerade in die Papiereinlaßöffnung einführen und die Taste ↑ drücken. Das eingelegte Papierende erscheint im Druckbereich.



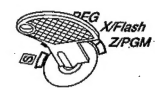
3. (Für das Drucken auf dem Journalstreifen) Obere Kante des Papiers in den Schlitz an der Welle der Aufwickelspule einführen und Papier zwei- bis dreimal um die Welle wickeln.

4. (Für das Drucken auf dem Journalstreifen) Aufwickelspule auf die Halterung auflegen.

5. Druckwerkabdeckung wieder anbringen.

5 Grundprogrammierung

Das Funktionsschloß wie rechts abgebildet auf die Position Z/PGM einstellen.



Einstellen von Datum und Uhrzeit

1. Die Uhrzeit mit vier Stellen eingeben.
   Zum Beispiel, wenn die Uhrzeit auf 14:30 eingestellt werden soll, ①④③⓪ eingeben.
2. Taste #/ST einmal drücken.
3. Das Datum in der Reihenfolge Tag-Monat-Jahr mit sechs Ziffern eingeben.
   Zum Beispiel, wenn das Datum auf "26. August 2005" eingestellt werden soll, ②⑥ ⓪ ⑧ ⓪ ⑤ eingeben.
4. Taste #/ST zweimal drücken. Es wird ein Programmbericht ausgedruckt.

Programmierung des Mehrwertsteuersatzes

Ihre Registrierkasse sieht die Auswahl von manueller oder automatischer MWSt-Berechnung vor und ist für die manuelle MWSt-Berechnung für die Steuersätze 1 bis 4 eingestellt. Zur Wahl der automatischen MWSt-Berechnung für die Steuersätze 1 bis 4 beziehen Sie sich bitte auf den Abschnitt "Schnellstart-Bedienungsschritte" in der mitgelieferten Bedienungsanleitung.

⑨ → #/ST → A → ⊗/TM → B → #/ST (→ #/ST: Zum Abschließen der Programmierung)

Parameter

A: Für MWSt 1: 1 eingeben Für MWSt 2: 2 eingeben Für MWSt 3: 3 eingeben Für MWSt 4: 4 eingeben

B: MWSt-Satz (00,0000 bis 99,9999%) (Standardmäßig: 00,0000%)
Bitte immer die nachfolgenden Nullen eingeben, z.B. für den MWSt-Satz von 16% ist 160000 einzugeben, für den MWSt-Satz von 7% ist 70000 einzugeben.

Warengruppen-Steuerstatus

Die MWSt 1 wird standardmäßig für alle Warengruppen angewendet. Zum Verändern des Steuerstatus das nachstehende Verfahren benutzen.

⓪ ⓪ CDEF⑦ → ⊗/TM → (SHIFT →) Warengruppentaste (→ #/ST: Zum Abschließen der Programmierung)

(Die Taste SHIFT drücken, um die Warengruppen 5 bis 8 zu programmieren.)

Parameter

C bis F: ⓪ Mehrwertsteuerfrei oder ① Mehrwertsteuerpflichtig

C für MWSt 4 D für MWSt 3
E für MWSt 2 F für MWSt 1

Zum Beispiel, wenn MWSt 2 für die Warengruppe 5 gültig sein soll, das nachstehende Verfahren benutzen.

⓪ ⓪ ⓪ ⓪ ① ⓪ ⑦ SHIFT 5

MWSt 2(E)

Für andere Parameter hinsichtlich der Warengruppen-Programmierung, beziehen Sie sich bitte auf "Programmierung der Warengruppen" unter dem Abschnitt "Schnellstart-Bedienungsschritte" in der mitgelieferten Bedienungsanleitung.

Weitere allgemeine Informationen hinsichtlich der Programmierung und Bedienung finden Sie im Abschnitt "Schnellstart-Bedienungsschritte" in der mitgelieferten Bedienungsanleitung.

2 Remise à zéro de la caisse enregistreuse

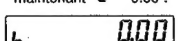
Pour s'assurer que votre caisse enregistreuse fonctionne correctement, initialisez-la en utilisant la procédure suivante.

1. Introduisez la clé de mode dans le commutateur de mode et tuornez-la sur la position REG.

2. Insérez la fiche de la machine dans une prise de courant secteur. Un avertissement sonore retentira trois fois.

IMPORTANT
Cette opération doit être effectuée sans avoir installé les piles.

3. L'affichage de l'enregistreuse devra indiquer maintenant "L 0.00".



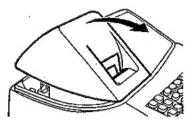
4. Appuyez sur la touche [⊗/TM] pour confirmer le démarrage de l'horloge à partir de "L 0-00".

5. Appuyez sur la touche [CL] pour annuler l'affichage de l'heure.

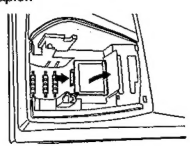
3 Installation des piles

Préparez trois piles neuves R6 ou LR6, installez-les selon la procédure montrée ci-dessous avec le câble secteur raccordé et réglez le commutateur de mode sur la position REG. Ces piles sont nécessaires pour la sauvegarde de la mémoire.

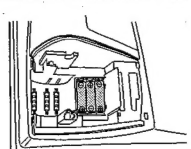
1. Tirez le capot de l'imprimante vers l'avant et retirez-le.



2. Ouvrez le couvercle de la batterie à proximité du berceau du rouleau de papier.



3. Installez les trois piles R6 ou LR6. Assurez-vous que les piles soient installées correctement, comme il est montré sur l'illustration ci-dessous.

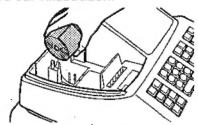


4. Assurez-vous que le symbole de manque de piles "L" soit éteint.

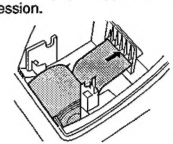
5. Refermez le capot de l'imprimante.

4 Installation du rouleau de papier

1. Installez le rouleau de papier dans le berceau du rouleau de papier, comme il est montré sur l'illustration.



2. Installez tout droit le papier dans l'admission pour papier et appuyez sur la touche [↑]. L'extrémité du papier apparaîtra dans la zone d'impression.



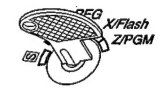
3. (Pour l'impression de la bande de détails quotidiens seulement) Insérez l'extrémité supérieure du papier dans la fente située dans l'axe de la bobine et enroulez le papier de deux ou trois tours.

4. (Pour l'impression de la bande de détails quotidiens seulement) Installez la bobine enrouleuse sur le support.

5. Remettez en place le capot de l'imprimante.

5 Programmation de base

Tournez la clé de mode sur la position Z/PGM.



Réglage de la date et de l'heure

1. Introduisez l'heure avec 4 chiffres (disposition "hhmm") en utilisant le système horaire de 24 heures.
   Dans le cas de 2:30 de l'après-midi: ①④③⓪
2. Appuyez une fois sur la touche [#/ST].
3. Introduisez la date avec 6 chiffres en utilisant la disposition jour-mois-année.
   Dans le cas du 26 août 2005: ②⑥⓪⑧⓪⑤
4. Appuyez deux fois sur la touche [#/ST]. Un rapport de programmation sera imprimé.

Programmation du taux de la T.V.A. (taxe)

Votre caisse enregistreuse est équipée de manière à pouvoir programmer six sortes de systèmes de taxes, et elle est programmée de telle sorte que les T.V.A. 1 à T.V.A. 4 soient calculées manuellment. Si vous devez changer le système de taxes, veuillez vous référer à la section "Opérations pour un démarrage rapide" dans le Manuel d'Instructions.

⑨ → [#/ST] → A → [⊗/TM] → B → [⊗/TM] → C → [#/ST] (→ [#/ST]: Pour achever la programmation)

Lorsqu'une limitation de taxe inférieure n'est pas spécifiée

Paramètres
A: T.V.A. (taxe) 1: 1 T.V.A. (taxe) 2: 2 T.V.A. (taxe) 3: 3 T.V.A. (taxe) 4: 4
B: Taux de la taxe (00,0000% à 99,9999%) x 10000 (Implicitement: 00,0000%)
C: Limitation de taxe inférieure (0 à 9999) seulement pour le système de TAXES. (Implicitement: 0)

Statut d'une taxe par rayon

En tant que réglages implicites, la T.V.A. 1 est appliquée pour tous les rayons. Si vous devez changer le statut, utilisez la procédure suivante.

⓪ ⓪ CDEF⑦ → [⊗/TM] → ([SHIFT] →) Touche du rayon (→ [#/ST]: Pour achever la programmation)

(Appuyez sur la touche [SHIFT] pour programmer les rayons 5 à 8.)

Paramètres
C à F: ⓪ pour ne pas appliquer de taxe ou ① pour l'application d'une taxe.
C pour T.V.A. 4 ou TAXE 4 D pour T.V.A. 3 ou TAXE 3
E pour T.V.A. 2 ou TAXE 2 F pour T.V.A. 1 ou TAXE 1

Par exemple, lorsque vous désirez appliquer la T.V.A. 2 pour le rayon 5, introduisez:

⓪⓪⓪⓪ ① ⓪⑦[SHIFT][1 5]
Taxe 2 (E)

En ce qui concerne les autres paramètres (la place de ⓪ ⓪ et ⑦), veuillez vous référer à la section "Opérations pour un démarrage rapide" dans le Manuel d'Instructions.

Pour des informations de base supplémentaires concernant la programmation et les opérations, veuillez vous référer à la section "Opérations pour un démarrage rapide" dans le Manuel d'Instructions.

2 Reposición de la caja registradora

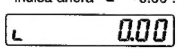
Para asegurarse de que la caja registradora funciona correctamente, inicialícela empleando el siguiente procedimiento.

1. Inserte la llave de modo en el slector de modo y gire la llave a la posición REG.

2. Enchufe la clavija a la toma de corriente de CA. Sonará una alarma tres veces.

IMPORTANTE:
Esta operación debe efectuarse antes de haber insertado las pilas.

3. El visor de la registradora indica ahora "L 0.00".



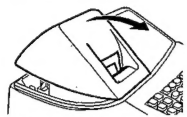
4. Presione ⊗/TM para confirmar que el reloj empieza desde "L 0-00".

5. Presione CL para cancelar la visualización de la hora.

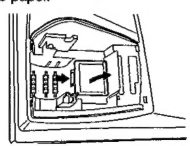
3 Instalación de las pilas

Prepare tres pilas nuevas R6 o LR6 (tamaño "AA"), e instálelas de acuerdo con el siguiente procedimiento con el cable de CA enchufado y ponga el selector de modo en la posición REG. Estas pilas son necesarias para respaldar la memoria.

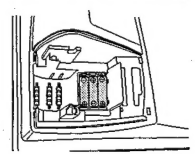
1. Tire de la cubierta de la impresora hacia adelante y sepárela.



2. Abra la cubierta de las pilas que se encuentra al lado del soporte del rollo de papel.



3. Coloque las tres pilas nuevas R6 o LR6 (tamaño "AA"). Asegúrese de que las pilas estén instaladas como se indica en la ilustración siguiente.

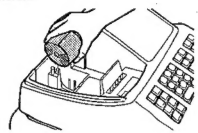


4. Compruebe que se apaga el símbolo "L" de pila agotada.

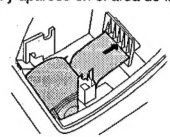
5. Cierre la cubierta de las pilas.

4 Instalación del rollo de papel

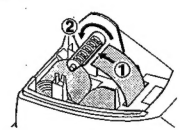
1. Ponga un rollo de papel en el soporte del rollo de papel como se muestra en la ilustración.



2. Inserte el papel derecho en la entrada del papel y presione ↑. Entonces, el papel avanza y aparece en el área de impresión.



3. (Sólo para imprimir registro diario) Introduzca el extremo superior del papel en la ranura del eje del carrete y enrolle el papel dos o tres vueltas.

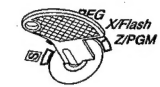


4. (Sólo para imprimir registro diario) Coloque el carrete de toma en el rodamiento.

5. Vuelva a colocar la cubierta de la impresora.

5 Programación básica

Ajuste la llave de modo a la posición Z/PGM.



Ajuste de la hora y la fecha

1. Introduzca la hora con 4 dígitos (formato "hhmm"), usando la notación de 24 horas.
   En el caso de 2:30 p.m.: 1 4 3 0
2. Presione una vez #/ST.
3. Introduzca la fecha con 6 dígitos, usando el formato día-mes-año.
   En el caso del 26 de agosto de 2005: 2 6 0 8 0 5
4. Presione dos veces #/ST. Se imprimirá un informe programado.

Programación de la tasa del IVA (impuestos)

En la caja registradora pueden programarse seis tipos de sistemas de impuestos, y está preprogramada para que IVA1 a IVA4 se calculen manualmente. Si usted debe cambiar el sistema de impuestos, consulte la parte de "Operaciones para empezar con rapidez" del manual de instrucciones.

9 → #/ST → A → ⊗/TM → B → ⊗/TM → C → #/ST (→ #/ST: Para finalizar la programación)

Cuando no se especifica el límite inferior de impuestos

Parámetros
A: IVA (impuestos) 1:1 IVA (impuestos) 2:2 IVA (impuestos) 3:3 IVA (impuestos) 4:4
B: Tasa de impuestos (00,0000% a 99,9999%) x 10000 (Ajuste predeterminado: 00,0000%)
C: Límite inferior de impuestos (0 a 9999) sólo para el sistema de impuestos (TAX). (Ajuste predeterminado: 0)

Estado de impuestos de la sección

Según los ajustes predeterminados, se aplica el IVA (impuestos) 1 a todas las secciones. Si es necesario cambiar el estado, siga el procedimiento siguiente.

0 0 CDEF⑦ → ⊗/TM → (SHIFT →) Tecla de sección (→ #/ST: Para finalizar la programación)

(Presione SHIFT para programar las secciones 5 a 8.)

Parámetros
C a F: 0 para no aplicar los impuestos o 1 para aplicar los impuestos.
C para IVA4 o IMPUESTOS4 D para IVA3 o IMPUESTOS3
E para IVA2 o IMPUESTOS2 F para IVA1 o IMPUESTOS1

Por ejemplo, cuando aplique IVA4 e IVA1 para la sección 5, introduzca:
0 0 0 0 1 0 ⑦ SHIFT 5
IMPUESTOS 2 (E)

Con respecto a los otros parámetros (el lugar de 0 0 y ⑦), consulte la parte de "Operaciones para empezar con rapidez" del manual de instrucciones.

Para la información básica adicional de la programación y la operación, consulte la parte de "Operaciones para empezar con rapidez" del manual de instrucciones.

2 Initialiseer de kassa

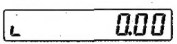
Voor een juiste werking van de kassa moet u deze aan de hand van de volgende stappen initialiseren.

1. Steek de functiesleutel in de functieschakelaar en draai naar de REG stand.

2. Steek de stekker van het netsnoer in een stopcontact. U hoort drie keer een pieptoon.

BELANGRIJK
Deze handeling moet worden uitgevoerd zonder batterijen geplaatst.

3. "L 0.00" verschijnt nu op het display van de kassa.



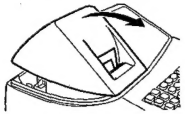
4. Druk op [⊗/TM] en controleer dat de klok vanaf "L 0-00" start.

5. Druk op [CL] om het tijddisplay te annuleren.

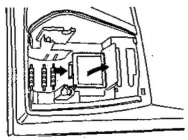
3 Plaats batterijen

Plaats drie nieuwe R6 of LR6 batterijen ("AA" formaat) als hieronder aangegeven, met de stekker in een stopcontact gestoken en de functieschakelaar naar de REG stand gedraaid, in het vak. Deze batterijen zijn voor het ondersteunen van het geheugen vereist.

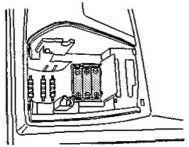
1. Til de achterkant van de printer-afdekking omhoog en verwijder.



2. Open het batterijvak naast de papierrolhouder.



3. Plaats drie nieuwe R6 of LR6 batterijen ("AA" formaat). Zorg dat de batterij met de polen juist worden geplaatst, zoals in de volgende afbeelding wordt getoond.



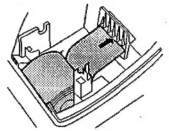
4. Controleer dat het "L" symbool voor "geen batterijen" nu dooft.

5. Sluit de afdekking van het batterijvak.

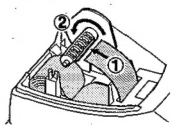
4 Plaats de papierrol

1. Plaats een papierrol in de papierrolhouder op de in de afbeelding getoonde wijze.

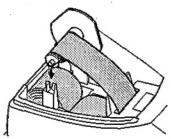
2. Steek het papier recht in de papierinvoer en druk op [↑]. Het papier wordt automatisch verder getrokken en zal in het afdrukgedeelte zichtbaar zijn.



3. (Alleen voor afdrukken van overzichten) Steek het bovenste uiteinde van het papier in de gleuf in de spoelas en spoel het papier twee of drie keer rond.



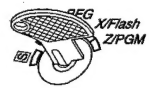
4. (Alleen voor afdrukken van overzichten) Plaats de oprolspoel op de lager.



5. Sluit de printerafdekking.

5 Programmeer de basisonderdelen

Draai de functieschakelaar naar de Z/PGM stand.



Instellen van de datum en tijd

1. Voer de tijd met 4 cijfers ("uumm" formaat) met het 24-uursysteem in.
   Voor bijvoorbeeld 2:30 's middags: ①④③⓪
2. Druk éénmaal op [#/ST].
3. Voer de datum met 6 cijfers in met het dag-maand-jaar formaat.
   Voor bijvoorbeeld 26 augustus 2005: ②⑥⓪⑧⓪⑤
4. Druk vervolgens tweemaal op [#/ST]. Er wordt nu een programmeeroverzicht afgedrukt.

Instellen van BTW (belasting)

U kunt met de kassa zes soorten belastingssystemen programmeren en de kassa is zodanig voorgeprogrammeerd dat BTW 1 t/m BTW 4 handmatig worden berekend. Zie "Bediening voor snel starten" in de gebruiksaanwijzing indien u het belastingssysteem moet veranderen.

⑨ → [#/ST] → A → [⊗/TM] → B → [⊗/TM] → C → [#/ST] (→ [#/ST]: Voltooien van het programmeren)

Indien de lagere belastingslimiet niet is gespecificeerd

Parameters
A: BTW (belasting) 1: 1 BTW (belasting) 2: 2 BTW (belasting) 3: 3 BTW (belasting) 4: 4
B: Belastingpercentage (00,0000% t/m 99,9999%) x 10000 (Fabrieksinstelling: 00,0000%)
C: Lagere belastingslimiet (0 t/m 9999) alleen voor BELASTING systeem. (Fabrieksinstelling: 0)

Belastingsstatus voor afdelingen

Met de basisinstelling wordt BTW (belasting) 1 voor alle afdelingen gebruikt. Volg de volgende procedure indien u de status moet veranderen.

⓪⓪CDEF⑦ → [⊗/TM] → ([DEPT] →) Afdelingstoets (→ [#/ST]: Voltooien van het programmeren)

(Druk op [DEPT] om afdelingen 5 t/m 8 te programmeren.)

Parameters
C t/m F: ⓪ voor geen belasting of ① voor belasting toevoegen
C voor BTW4 of BELASTING4 D voor BTW3 of BELASTING3
E voor BTW2 of BELASTING2 F voor BTW1 of BELASTING1

Voer het volgende in om bijvoorbeeld BTW2 voor afdeling 5 te gebruiken:
⓪⓪⓪⓪ ① ⓪⑦[DEPT][5]
Belasting 2 (E)

Zie "Bediening voor snel starten" in de gebruiksaanwijzing voor extra informatie over de andere parameters (de functie van ⓪⓪ en ⑦).

Zie "Bediening voor snel starten" in de gebruiksaanwijzing voor uitgebreide informatie over het programmeren en de bediening.